



CHARLES W. GILCHRIST
**IMMIGRANT
RESOURCE CENTER**
Welcome. Connect. Together We Thrive.

Wheaton

MID-COUNTY REGIONAL SERVICES CENTER
2424 Reddie Drive, #220, Wheaton, MD
Phone: 240-777-4940

**New
Dates!**

Basic Computers I for Absolute Beginners

Learn: Computer fundamentals, Microsoft Windows, basic Microsoft Word and Email.

No.	Class Schedule	Date	Taught in	Registration
K	Tuesday, 9:30-11:30am	1/17 – 3/7	English	Drop-in to register, Monday – Thursday, 9am – 5pm
A	Tuesday, 5:00-7:00 pm	1/17 – 3/7	English	
L	Wednesday, 9:30-11:30am	1/18 - 3/8	English	
B	Wednesday, 7:00-9:00 pm	1/18 - 3/8	Spanish	Call 240-777-4940 to confirm space availability.
C	Thursday, 7:00-9:00 pm	1/19 - 3/9	English	
D	Saturday, 9:00-11:00am	1/28 - 3/25	Spanish	

Introducción al uso de la computadora

Este programa está compuesto de tres cursos diseñados para los que no poseen conocimiento de computación previa.

Temas del primer curso: familiarización con la computadora, uso del teclado y ratón, e introducción de archivos y carpetas.

No.	Class Schedule	Date	Taught in	Registration
E	Wednesdays, 12:00-2:00pm	1/18 - 3/8	Spanish	Llame al 240-777-4940 para más información

Basic Computers II for Beginners

Prerequisites: Solid keyboarding, mouse, and email skills. Learn: More MS Word, Internet, other MS Office applications.

No.	Class Schedule	Date	Taught in	Registration
M	Tuesday, 12-2pm	1/17 – 3/7	English	Drop-in to register, Monday – Thursday, 9am – 5pm
F	Tuesday, 7:00-9:00pm	1/17 – 3/7	English	
G	Wednesday, 5:00-7:00pm	1/18 - 3/8	Spanish	
H	Thursday, 5:00-7:00pm	1/19 - 3/9	English	Call 240-777-4940 to confirm space availability.
J	Saturday, 11:00am-1:00pm	1/28 - 3/25	English	

How to Register: In-person, Monday – Thursday, 9am – 5pm.

Registration Fee: \$15.00 for county residents, \$30.00 for non-county residents. CASH or CHECK only.

- Registration fee is not refundable; no make-ups or refunds for missed classes. Space is limited; register for ONE class only.
- Registration is first come, first served until classes are full. Open to ages 18 years and up only.

Our Wheaton site will be moving to a new Wheaton location in 2017. Class end dates subject to change.

Gilchrist Center will be CLOSED

Martin Luther King's Birthday: January 14 – 16

Inauguration Weekend: January 20 – 22

President's Day Weekend: February 18 – 20

In case of bad weather, please call 240 777-4940

We can help you in your language!

Ask us about... Employment & Job Search— Computer Classes— Healthcare —Free or Low Cost Legal Help— Spanish Literacy – Tax Preparation, Volunteering!

Find us on 

[GilchristImmigrantResourceCenter](http://gilchristimmigrantresourcecenter.org)

240.777.4940 | www.montgomerycountymd.gov/gilchrist